

Government has the right, by terms of the Solicitation, to make an award without further discussion, if desired.

(2) Section B, Schedule. The Offeror shall include a completed Section B, Schedule for the Base period and all Option periods in Volume I, Offer and Other Documents.

(3) Offeror Representations, Certifications, and Other Statements of Offerors. Offeror Representations, Certifications, and Other Statements of Offerors (Solicitation Part IV - SECTION K) are to be fully executed and included in Volume I, Offer and Other Documents.

(4) Deviations taken to the Contract.

(i) The Offeror shall identify and explain any deviations taken, or conditional assumptions made, with respect to the contract; Offeror Representations, Certifications, and Other Statements of the Offerors (Section K); the requirements of this section; and any other matters included in Volume I - Offer and Other Documents, including the reporting requirements.

(ii) Any deviations, etc., taken must contain sufficient amplification and justification to permit evaluation. The benefit to the Government shall be explained for each deviation. Such deviations will not automatically cause a proposal to be unacceptable. A large number of deviations, or one or more significant deviations not providing benefit to the Government, however, may result in rejection of your proposal(s) as unacceptable.

#### **L.16. TECHNICAL PROPOSAL PREPARATION INSTRUCTIONS - VOLUME II**

(a) General.

(1) Volume II - Technical Proposal consists of the offeror's outline addressing the technical and management aspects of the acquisition, offeror capabilities and what the offeror will do to satisfy the requirements of the Statement of Work. The Technical Proposal will be evaluated in accordance with the criteria contained in Part IV, Section M, and it should be specific and complete in every detail. The proposal should be practical and be prepared simply and economically, providing straightforward, concise delineation of what it is the offeror will do to satisfy the requirements of the Statement of Work.

(2) In order that your Technical Proposal may be evaluated strictly on the merit of the material submitted, no contractual cost/price information is to be included in your Technical Proposal. Where estimated labor hours will provide clarity, they shall be quoted in labor hour figures only, with no indication as to the cost of these labor hours.

(3) The proposal shall not merely offer to perform work in accordance with the scope of work, but shall outline the actual work proposed as specifically as practical. The Statement of Work reflects the broad scope of the services required; therefore, repeating the scope of work without sufficient elaboration will not be acceptable.

(b) Format and Content:

(1) Volume II, Technical Proposal, shall include the following components: a) Table of Contents; b) List of Tables and Figures; c) Technical Discussion; d) Summary of Deviations. These major headings may be subdivided or supplemented by the offeror as appropriate.

(2) The proposal should be typed using the Microsoft "Times New Roman"-10 font (or comparable alternative software size font), with one inch margins, and not exceeding 20 pages single spaced, exclusive of resumes and Past Performance Reference Information Sheets. Tables or graphs may also be used as appropriate, and are considered part of the page limitation.

(3) Technical Discussion. This section shall contain the major portion of the Technical Proposal specific areas addressed below. It should clearly address each of the Technical Proposal evaluation criteria